

**City of Milpitas**  
**Unapproved Minutes**  
**Telecommunications Commission**  
**July 19, 2004**

**I. Call to Order & Roll Call:**

Telecommunications Commission Chair Albert Alcorn called the meeting to order.

Members Present: Albert Alcorn, N. Gupta, D. Gupta, G. Ali-Santosa, W. Lam, P. Peterson, P. Gupta, V. Mathur, R. Gopalaroa,

I.S. Staff: T. Medina, E. Pasion City Council: A. Gomez

Members Absent: I. Munir, A. Ettinger

**II. Pledge of Allegiance:**

The members of the Commission recited the Pledge of Allegiance.

**III. Announcements:**

Staff reminded the group of the annual Commissioner's Dinner planned for Friday, July 23, 2004. All of the Commissioners are invited to attend the evening event.

**IV. Approval of the Agenda:**

Motion to approve the agenda as submitted.

M/S P. Peterson / N. Gupta Ayes: 9

**V. Approval of the Minutes**  
**June 21, 2004**

Motion to approve the minutes as submitted.

M/S N. Gupta / D. Gupta Ayes: 9

**VI. Citizen's Forum**

No comments were made for the record.

**VII. Continued-New Business:**

1. Subcommittee Report Cable Policy.

Commissioner Alisantosa provided a summary of the cable television subcommittee activities involving the development of a Milpitas government access policy. He presented to the Commission a finalized draft use policy for the City's government cable channel.

Commissioner D. Gupta gave a summary of the role of the government channel and programming usage. He also reported that programming would be limited to city organizations such as the City Council, Planning Commission and Milpitas Unified School district. Commissioner Gupta also summarized the twelve items that outlined the usage for the City's government channel. He also reported on the steps needed to have a program submitted for viewing. The steps

would also include the need for an appeal in the event that a submitted program required revision based on the evaluation by city staff.

Commissioner Alisantosa also added that videotapes submitted are to meet NTSC (National Television Systems Committee) video standards only. Videotapes not meeting this requirement will not be shown.

Commissioner Parveen Gupta noted that the cable policy required the possible removal of unnecessary steps. Adding that the appeal process should be shortened so that it provides options for the requester.

A determining factor is the level of involvement of the Commission to review submitted videotape programs for questionable content. Additionally, the need to involve the City Council if further review is requested for final discussion if it requires additional input. Commissioner Lam added that the process of review should be made transparent.

Commissioner Gopalaraa asked about the coverage of live broadcasts events other than city-sponsored events. The subcommittee noted that it would not be feasible due to limited resources available to assist in such a project.

The Commissioners discussed in detail the overall implementation of the review process and suggested that the subcommittee conduct further revisions to the government cable use policy.

The Commission asked the question of religious program on the government channel and whether it was appropriate. Staff noted that there is a federal statute of separation between church and state. The subcommittee would review and strengthen the language regarding the matter.

The question was asked about the placing notices regarding religious events and announcements. Staff noted that if a message advocating a particular religion then it would not be added to the message rotation. However, if a message inviting the Milpitas community to a dedication or grand opening of a building would not be subject to review since it is an event for the community to participate and enjoy.

Councilmember Gomez asked that Commission subcommittee if it has reviewed other cities government access policies and whether it would provide some additional guidance for developing the Milpitas document. The subcommittee members were willing to review the issue further to and if other local agencies have such policies addressing the matter.

Chair Alcorn noted that the Telecommunications Commission's role has always been an advisory body to the City Council. However, if the city council wishes to perform in an advanced capacity then it would so, accordingly. Chair

Alcorn suggested that the subcommittee investigate the matter further and report back to the Commission. It would need a change in the Commission's By-Law's if an expanded role is needed.

Deputy Information Services Director Terry Medina added that the information gathering process would be handled at the staff level for review. The process would then be moved to the next level for the Commission to review and debate over. Similar to the process that of antenna reviews that the Commission is currently doing for telecom antenna application review.

Commissioner Gopalaroa noted the Commission's involvement should be removed from the appeal process and let the staff manage the appeals. Commissioner P. Gupta and Commissioner Mathur disagreed that the Commission should have an active role in the appeal process if warranted. Adding that the Commission should support the policy since it created it use.

Commissioner Alisantosa noted that the role of appeal would still need to have an involvement of the City Council if it warrants.

Chair Alcorn added that the Commission's role would be the best way to have the appeal matter handled. Its role would also be part of the appeal process and if a additional review is needed the Commission would take that role for review and appeal. A policy is the goal and further review is needed to meet the needs of the board. He suggested that a revision be emailed out to the Commission for review and discussion at the next meeting in August.

Motion to continue discussion of the policy document at the August 16 Commission meeting.

M/S      N. Gupta / V. Mathur                      Ayes:    9

## 2.    Status Report of Comcast Cable Franchise

Deputy Information Services Director Terry Medina reported the city is awaiting a follow up meeting with Comcast cable.

No new information was available to report to the Commission.

Motion to note receipt and file

M/S      R. Gopalaroa/D. Gupta                      Ayes:    9

## 3.    June '04 Month Report.

Deputy Information Services Director Terry Medina gave a summary of the monthly activity reports for the department for June 2004.

Highlights included the installation of a large capacity media server for expanded video archive storage of the City's Internet web media files. The service will be provided by Granicus web management services. Expansion of the computer aided mobile computers will be integrated into all Milpitas fire department emergency response vehicles. Integration of the Mid-Town specific data will be added to the City's GIS basemap project. The map includes the future Milpitas library and its related properties.

Additionally, an updated aerial map of the Milpitas area is now available. The aerial photo was taken in March 2004 with updated information of all areas of throughout Milpitas. It replaces the original aerial map that was taken in the summer of 1999.

The GIS staff continues to provide updated information to all aspects of the City's basemap.

The Commission requested that it receives copy of the updated aerial photo of the City.

Motion to note receipt and file.

M/S N. Gupta/R. Gopalroa

Ayes: 9

#### 4. Round table discussion.

Deputy Information Services Director Terry Medina reported the City's fire, police and public works departments are researching the future development of a radio communications ordinance. Staff is currently working with the departments to gather input and assess the overall needs for radio communications coverage in the Milpitas area.

Staff is also working with the City's commission liaisons in developing a distribution email list. The email list would be used by city staff in notifying the various Commissions of notices and upcoming events planned by the City.

### **VIII. Adjournment of Meeting**

Chair Alcorn adjourned the meeting to Monday, August 16, 2004.

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